United Nations ST/IC/2017/11

Secretariat

21 February 2017

# Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category**

1. The current procedure for adjusting the scale of pensionable remuneration for staff in the Professional and higher categories provides for the scale to be revised on the same date as the net remuneration amounts (base salary plus post adjustment) of staff in the Professional and higher categories in New York are adjusted. The scale of pensionable remuneration for those categories, in accordance with the provisions of article 51 (b) of the Regulations of the United Nations Joint Staff Pension Fund, must be adjusted with the same effective date and by the same percentage as the net remuneration increase.

2. In accordance with the procedure described in paragraph 1 above, the Chair of the International Civil Service Commission has promulgated the consequent revised scale of pensionable remuneration applicable to staff in the Professional and higher categories, with effect from 1 February 2017. The revised scale is provided in annex I to the present circular.

3. The pensionable remuneration amounts for staff in the Field Service category have also been revised with effect from 1 February 2017. The revised scale is set out in annex II to the present circular.

4. The February 2017 statements of earnings and deductions will reflect the changes in the monthly pension contributions resulting from the revised scales of pensionable remuneration contained in annexes I and II to the present circular.

* The present circular, which cancels and supersedes ST/IC/2013/9 of 25 February 2013, will be in effect until further notice.

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# Annex I

## Pensionable remuneration for staff in the Professional and higher categories

### Effective 1 February 2017

(United States dollars)

| | *Steps* | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *Level* | *I* | *II* | *III* | *IV* | *V* | *VI* | *VII* | *VIII* | *IX* | *X* | *XI* | *XII* | *XIII* |
| USG | 306 800 | – | – | – | – | – | – | – | – | – | – | – | – |
| ASG | 283 568 | – | – | – | – | – | – | – | – | – | – | – | – |
| D-2 | 230 440 | 235 793 | 241 153 | 246 512 | 251 865 | 257 223 | 262 579 | 267 936 | 273 291 | 278 646 | – | – | – |
| D-1 | 204 989 | 209 526 | 214 319 | 218 715 | 223 110 | 227 496 | 231 891 | 236 503 | 241 214 | 245 923 | 250 624 | 254 868 | 259 399 |
| P-5 | 178 340 | 182 076 | 185 812 | 189 555 | 193 290 | 197 028 | 200 763 | 204 505 | 208 241 | 211 979 | 215 717 | 219 464 | 223 471 |
| P-4 | 145 573 | 149 176 | 152 770 | 156 367 | 159 973 | 163 567 | 167 167 | 170 770 | 174 365 | 177 961 | 181 557 | 185 168 | 188 761 |
| P-3 | 119 643 | 122 701 | 125 754 | 128 803 | 131 861 | 134 912 | 137 966 | 141 024 | 144 220 | 147 561 | 150 899 | 154 236 | 157 576 |
| P-2 | 92 695 | 95 427 | 98 155 | 100 893 | 103 619 | 106 352 | 109 084 | 111 814 | 114 545 | 117 274 | 120 008 | 122 740 | 125 467 |
| P-1 | 71 176 | 73 494 | 75 813 | 78 130 | 80 449 | 82 767 | 85 086 | 87 404 | 89 722 | 92 041 | 94 358 | 96 677 | 98 995 |

*Abbreviations*: USG, Under-Secretary-General; ASG, Assistant Secretary-General.

# Annex II

## Pensionable remuneration

### Pensionable remuneration for staff in the Field Service category

**Effective 1 February 2017**

(United States dollars)

| | *Steps* | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *Level* | *I* | *II* | *III* | *IV* | *V* | *VI* | *VII* | *VIII* | *IX* | *X* | *XI* | *XII* | *XIII* |
| FS-7 | 144 773 | 148 576 | 152 381 | 156 178 | 159 982 | 163 567 | 167 594 | 171 393 | 175 197 | 178 999 | 182 803 | 186 610 | 190 410 |
| FS-6 | 120 434 | 123 629 | 126 831 | 130 019 | 133 216 | 136 414 | 139 603 | 142 834 | 146 320 | 149 815 | 153 311 | 156 798 | 159 665 |
| FS-5 | 103 676 | 106 396 | 109 125 | 111 852 | 114 581 | 117 303 | 120 033 | 122 757 | 125 488 | 128 214 | 130 941 | 133 664 | 136 392 |
| FS-4 | 90 942 | 93 208 | 95 469 | 97 732 | 99 993 | 102 257 | 104 519 | 106 786 | 109 045 | 111 309 | 113 572 | 115 759 | 118 096 |
| FS-3 | 79 808 | 81 737 | 83 662 | 85 587 | 87 505 | 89 434 | 91 361 | 93 280 | 95 208 | 97 121 | 99 048 | 100 973 | 102 904 |
| FS-2 | 70 313 | 71 930 | 73 636 | 75 333 | 77 033 | 78 731 | 80 357 | 82 130 | 83 830 | 85 535 | 87 232 | 88 931 | 90 609 |
| FS-1 | 62 587 | 63 967 | 65 345 | 66 717 | 68 092 | 69 476 | 70 855 | 72 316 | 73 811 | 75 300 | 76 573 | 77 975 | 79 378 |

### Pensionable remuneration for staff members subject to pay protection measures*

**Effective 1 February 2017**

(United States dollars)

| *Level* | *Pay protection measure 1* | *Pay protection measure 2* |
|---|---|---|
| P-4 | 192 360 | 195 961 |
| P-3 | 160 913 | 164 252 |
| P-2 | 128 200 | – |
| P-1 | 100 060 | – |
| FS-4 | 120 360 | 122 622 |
| FS-3 | 104 823 | 106 752 |

* See ST/IC/2017/3 for more details on the pay protection measures.

United Nations ST/IC/2017/12

Secretariat

9 March 2017

# Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Revised salary scales for staff in the General Service and related categories at Headquarters (recruited on or after 1 February 2016)**

1. The current procedure for effecting interim adjustments to the salary scales for staff in the General Service and related categories at Headquarters calls for an adjustment in the net salaries of such staff by 90 per cent of the movement of the consumer price index (CPI) for New York.

2. The CPI for the month of November 2016 reflected a 1.60 per cent movement over the November 2015 index. In application of the above-mentioned procedure, the net salaries of staff in the General Service, Language Teacher, Public Information Assistant, Security Service and Trades and Crafts categories have been adjusted upward by 1.4 per cent, effective 1 November 2016. The adjustment was made to the lower salary scales for staff recruited on or after 1 February 2016.

3. Staff members recruited prior to 1 February 2016 are paid according to the salary scales in effect since 1 March 2014. Amendment two to those salary scales has been issued to reflect the revised levels of allowances. The salary scales in effect since 1 March 2014 and applicable only to eligible staff already on board prior to 1 February 2016 may be accessed from the website of the Compensation and Classification Section of the Human Resources Policy Service, Office of Human Resources Management, at www.un.org/depts/OHRM/salaries_allowances/.

4. With the discontinuation of the freeze on increases of allowances, which became effective on 1 January 2016 by General Assembly resolution 70/244, the level of allowances impacted by the freeze can now be implemented as decided by the International Civil Service Commission. The dependency allowances (in thousands of United States dollars net per annum) have been revised with effect from 1 November 2016 as follows:

* The present circular, which cancels and supersedes circular ST/IC/2016/6, will be in effect until further notice.

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| | |
|---|---|
| Child | 2 389 |
| Except for the first dependent child of a single, widowed or divorced staff member | 3 575 |
| Dependent spouse | 3 727 |
| Secondary dependant | 1 359 |

5. The revised salary scales, effective 1 November 2016, which are contained in the annex to the present circular, will be implemented in the end of March 2017 payroll.

# Annex

## Revised salary scales for staff in the General Service and related categories at Headquarters

### A. Salary scale for staff in the General Service category at Headquarters

(United States dollars)

**Effective 1 November 2016 (applicable only to staff recruited on or after 1 February 2016)**

| | | STEPS | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *Level* | | *I* | *II* | *III* | *IV* | *V* | *VI* | *VII* | *VIII* | *IX* | *X* | *XI* |
| 7 | (Gross) | 70 763 | 73 737 | 76 711 | 79 686 | 82 660 | 85 635 | 88 609 | 91 583 | 94 558 | 97 532 | 100 507* |
| | (Gross pension) | 68 576 | 71 350 | 74 123 | 76 897 | 79 671 | 82 443 | 85 217 | 87 991 | 90 764 | 93 622 | 96 596* |
| | (Total net) | 53 826 | 55 878 | 57 931 | 59 983 | 62 036 | 64 088 | 66 140 | 68 193 | 70 245 | 72 297 | 74 350* |
| | (Net pension) | 53 826 | 55 878 | 57 931 | 59 983 | 62 036 | 64 088 | 66 140 | 68 193 | 70 245 | 72 297 | 74 350* |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* |
| 6 | (Gross) | 63 377 | 66 061 | 68 745 | 71 430 | 74 115 | 76 800 | 79 484 | 82 169 | 84 854 | 87 539 | 90 224* |
| | (Gross pension) | 61 690 | 64 193 | 66 696 | 69 199 | 71 703 | 74 206 | 76 709 | 79 213 | 81 716 | 84 219 | 86 722* |
| | (Total net) | 48 730 | 50 582 | 52 434 | 54 287 | 56 139 | 57 992 | 59 844 | 61 697 | 63 549 | 65 402 | 67 255* |
| | (Net pension) | 48 730 | 50 582 | 52 434 | 54 287 | 56 139 | 57 992 | 59 844 | 61 697 | 63 549 | 65 402 | 67 255* |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* |
| 5 | (Gross) | 56 879 | 59 143 | 61 509 | 63 936 | 66 364 | 68 792 | 71 218 | 73 646 | 76 074 | 78 501 | 80 929* |
| | (Gross pension) | 55 662 | 57 837 | 60 012 | 62 212 | 64 475 | 66 739 | 69 002 | 71 265 | 73 528 | 75 792 | 78 056* |
| | (Total net) | 44 091 | 45 766 | 47 441 | 49 116 | 50 791 | 52 466 | 54 141 | 55 816 | 57 491 | 59 166 | 60 841* |
| | (Net pension) | 44 091 | 45 766 | 47 441 | 49 116 | 50 791 | 52 466 | 54 141 | 55 816 | 57 491 | 59 166 | 60 841* |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* |
| 4 | (Gross) | 51 223 | 53 274 | 55 326 | 57 375 | 59 427 | 61 585 | 63 785 | 65 985 | 68 185 | 70 385 | 72 585* |
| | (Gross pension) | 50 224 | 52 196 | 54 168 | 56 138 | 58 110 | 60 081 | 62 071 | 64 122 | 66 173 | 68 224 | 70 275* |
| | (Total net) | 39 905 | 41 423 | 42 941 | 44 458 | 45 976 | 47 494 | 49 012 | 50 530 | 52 048 | 53 566 | 55 084* |
| | (Net pension) | 39 905 | 41 423 | 42 941 | 44 458 | 45 976 | 47 494 | 49 012 | 50 530 | 52 048 | 53 566 | 55 084* |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* |
| 3 | (Gross) | 46 078 | 47 937 | 49 798 | 51 657 | 53 517 | 55 376 | 57 236 | 59 095 | 61 024 | 63 018 | 65 012* |
| | (Gross pension) | 45 280 | 47 068 | 48 855 | 50 642 | 52 429 | 54 217 | 56 003 | 57 791 | 59 577 | 61 364 | 63 215* |
| | (Total net) | 36 097 | 37 473 | 38 850 | 40 226 | 41 602 | 42 978 | 44 354 | 45 730 | 47 106 | 48 482 | 49 858* |
| | (Net pension) | 36 097 | 37 473 | 38 850 | 40 226 | 41 602 | 42 978 | 44 354 | 45 730 | 47 106 | 48 482 | 49 858* |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2 | (Gross) | 41 461 | 43 144 | 44 825 | 46 506 | 48 189 | 49 870 | 51 552 | 53 233 | 54 916 | 56 597* | |
| | (Gross pension) | 40 844 | 42 460 | 44 076 | 45 693 | 47 308 | 48 926 | 50 541 | 52 157 | 53 773 | 55 390* | |
| | (Total net) | 32 681 | 33 926 | 35 171 | 36 415 | 37 660 | 38 904 | 40 148 | 41 392 | 42 638 | 43 882* | |
| | (Net pension) | 32 681 | 33 926 | 35 171 | 36 415 | 37 660 | 38 904 | 40 148 | 41 392 | 42 638 | 43 882* | |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* | |
| 1 | (Gross) | 37 369 | 38 832 | 40 306 | 41 828 | 43 349 | 44 872 | 46 394 | 47 915 | 49 437* | | |
| | (Gross pension) | 36 809 | 38 270 | 39 734 | 41 196 | 42 659 | 44 122 | 45 583 | 47 047 | 48 509* | | |
| | (Total net) | 29 574 | 30 701 | 31 826 | 32 953 | 34 079 | 35 205 | 36 332 | 37 457 | 38 584* | | |
| | (Net pension) | 29 574 | 30 701 | 31 826 | 32 953 | 34 079 | 35 205 | 36 332 | 37 457 | 38 584* | | |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* | | |

| Dependency allowances (US$ net per annum): | |
|---|---|
| Child | 2 389 |
| Except for the first dependent child of a single, widowed or divorced staff member | 3 575 |
| Dependent spouse | 3 727 |
| Secondary dependant | 1 359 |

Language allowances (to be included in pensionable remuneration):

| | |
|---|---|
| First language | 2 268 |
| Second language | 1 134 |

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

* Long-service step:
Step XI at levels G-3 to G-7, step X at level G-2 and step IX at level G-1 are long-service steps.

The qualifying criteria for in-grade increases to the long-service step are as follows:

- The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade
- The staff member's service should have been satisfactory

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

## B. Salary scale for staff in the Language Teacher category at Headquarters

(United States dollars)

### Effective 1 November 2016 (applicable only to staff recruited on or after 1 February 2016)

| | | STEPS | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| *Level* | | *I* | *II* | *III* | *IV* | *V* | *VI* | *VII* | *VIII* | *IX* | *X* | *XI* | *XII** |
| Language Teacher | (Gross) | 76 923 | 79 648 | 82 372 | 85 097 | 87 821 | 90 546 | 93 270 | 95 995 | 98 720 | 101 444 | 104 169 | 106 893 |
| | (Gross pension) | 74 320 | 76 859 | 79 400 | 81 939 | 84 479 | 87 019 | 89 560 | 92 099 | 94 803 | 97 528 | 100 251 | 102 976 |
| | (Total net) | 58 077 | 59 957 | 61 837 | 63 717 | 65 597 | 67 477 | 69 357 | 71 237 | 73 116 | 74 996 | 76 876 | 78 756 |
| | (Net pension) | 58 077 | 59 956 | 61 836 | 63 715 | 65 595 | 67 474 | 69 354 | 71 232 | 73 112 | 74 992 | 76 871 | 78 751 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Increments: salary increments within the level shall be awarded annually on the basis of satisfactory service.

Work schedule: the yearly schedule of work consists of three terms of 13 weeks each. There is a summer recess and there are scheduled breaks between terms. Leave taken during the recess and the breaks in excess of the annual leave entitlement provided in the Staff Rules is treated as special leave with pay.

Dependency allowances (US$ net per annum):

| | |
|---|---|
| Child | 2 389 |
| Except for the first dependent child of a single, widowed or divorced staff member | 3 575 |
| Dependent spouse | 3 727 |
| Secondary dependant | 1 359 |

Language allowances: not entitled.

* Long-service step:
The qualifying criteria for in-grade increases to the long-service step are as follows:

- The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade
- The staff member's service should have been satisfactory

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

| | |
|---|---|
| Total net: | Total net remuneration is the sum of the non-pensionable component and the net pensionable salary. |
| Net pension: | Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries. |
| NPC: | Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent. |

## C. Salary scale for staff in the Public Information Assistant category at Headquarters

(United States dollars)

**Effective 1 November 2016 (applicable only to staff recruited on or after 1 February 2016)**

| *Level* | | *STEPS* | | | | |
|---|---|---|---|---|---|---|
| | | *I* | *II* | *III* | *IV* | *V* |
| Tour Coordinator/Supervisor and Briefing Assistant[a] | (Gross) | 61 941 | 65 203 | 68 466 | 71 730 | 74 992 |
| | (Gross pension) | 60 399 | 63 393 | 66 435 | 69 478 | 72 520 |
| | (Total net) | 47 739 | 49 990 | 52 241 | 54 493 | 56 744 |
| | (Net pension) | 47 739 | 49 990 | 52 241 | 54 493 | 56 744 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 |
| Public Information Assistant II and Tour Coordinator | (Gross) | 54 454 | 56 800 | 59 146 | 61 600 | 64 117 |
| | (Gross pension) | 53 330 | 55 584 | 57 840 | 60 094 | 62 380 |
| | (Total net) | 42 296 | 44 032 | 45 768 | 47 504 | 49 241 |
| | (Net pension) | 42 296 | 44 032 | 45 768 | 47 504 | 49 241 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 |
| Public Information Assistant I | (Gross) | 49 972 | 52 116 | | | |
| | (Gross pension) | 49 023 | 51 082 | | | |
| | (Total net) | 38 979 | 40 566 | | | |
| | (Net pension) | 38 979 | 40 566 | | | |
| | (NPC) | 0 | 0 | | | |

[a] Includes Briefing Assistant as at 1 September 1991.

Reserve guides are paid by the day in accordance with the above rates.

Increments: salary increments within the levels shall be effective on the first day of the pay period in which satisfactory service requirements are completed, as follows:

| | |
|---|---|
| Public Information Assistant I | 6 months |
| Public Information Assistant II | 12 months |

No increments shall be paid in the case of staff members whose service will cease during the month in which the increment would ordinarily have been due.

**Dependency allowances (US$ net per annum):**

| | |
|---|---|
| Child | 2 389 |
| Except for the first dependent child of a single, widowed or divorced staff member | 3 575 |
| Dependent spouse | 3 727 |
| Secondary dependant | 1 359 |

**Language allowances: not entitled**

| | |
|---|---|
| Gross: | Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed. |
| Gross pension: | Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits. |
| Total net: | Total net remuneration is the sum of the non-pensionable component and the net pensionable salary. |
| Net pension: | Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries. |
| NPC: | Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent. |

## D. Salary scale for staff in the Security Service category at Headquarters

(United States dollars)

**Effective 1 November 2016 (applicable only to staff recruited on or after 1 February 2016)**

| *Level* | | *STEPS* | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | *I* | *II* | *III* | *IV* | *V* | *VI* | *VII* | *VIII* | *IX* | *X* | *XI* | *XII* | *XIII* |
| 7 | (Gross) | 93 907 | 97 547 | 101 188 | 104 830 | 108 472 | 112 112 | 115 753 | 119 395 | 123 036* | | | | |
| | (Gross pension) | 90 156 | 93 637 | 97 277 | 100 919 | 104 560 | 108 201 | 111 842 | 115 483 | 119 125* | | | | |
| | (Total net) | 69 796 | 72 307 | 74 820 | 77 333 | 79 845 | 82 357 | 84 870 | 87 382 | 89 895* | | | | |
| | (Net pension) | 69 796 | 72 307 | 74 820 | 77 333 | 79 845 | 82 357 | 84 870 | 87 382 | 89 895* | | | | |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* | | | | |
| 6 | (Gross) | 86 992 | 90 384 | 93 776 | 97 168 | 100 559 | 103 950 | 107 342 | 110 733 | 114 125* | | | | |
| | (Gross pension) | 83 710 | 86 872 | 90 035 | 93 257 | 96 647 | 100 038 | 103 430 | 106 822 | 110 213* | | | | |
| | (Total net) | 65 025 | 67 365 | 69 705 | 72 046 | 74 386 | 76 725 | 79 066 | 81 406 | 83 746* | | | | |
| | (Net pension) | 65 025 | 67 365 | 69 705 | 72 046 | 74 386 | 76 725 | 79 066 | 81 406 | 83 746* | | | | |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* | | | | |
| 5 | (Gross) | 80 043 | 83 194 | 86 344 | 89 495 | 92 644 | 95 795 | 98 946 | 102 097 | 105 247* | | | | |
| | (Gross pension) | 77 230 | 80 168 | 83 105 | 86 043 | 88 981 | 91 918 | 95 035 | 98 186 | 101 335* | | | | |
| | (Total net) | 60 230 | 62 404 | 64 578 | 66 752 | 68 925 | 71 099 | 73 273 | 75 447 | 77 621* | | | | |
| | (Net pension) | 60 230 | 62 404 | 64 578 | 66 752 | 68 925 | 71 099 | 73 273 | 75 447 | 77 621* | | | | |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* | | | | |
| 4 | (Gross) | 72 990 | 75 880 | 78 770 | 81 661 | 84 551 | 87 441 | 90 331 | 93 222 | 96 111* | | | | |
| | (Gross pension) | 70 653 | 73 348 | 76 043 | 78 738 | 81 433 | 84 129 | 86 824 | 89 519 | 92 212* | | | | |
| | (Total net) | 55 363 | 57 357 | 59 351 | 61 346 | 63 341 | 65 334 | 67 329 | 69 323 | 71 317* | | | | |
| | (Net pension) | 55 363 | 57 357 | 59 351 | 61 346 | 63 341 | 65 334 | 67 329 | 69 323 | 71 317* | | | | |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* | | | | |
| 3 | (Gross) | 68 109 | 70 375 | 72 641 | 74 907 | 77 174 | 79 440 | 81 706 | 83 972 | 86 239 | 88 506 | 90 772* | | |
| | (Gross pension) | 66 102 | 68 215 | 70 328 | 72 441 | 74 555 | 76 668 | 78 781 | 80 895 | 83 007 | 85 121 | 87 233* | | |
| | (Total net) | 51 995 | 53 558 | 55 122 | 56 686 | 58 250 | 59 814 | 61 377 | 62 941 | 64 505 | 66 069 | 67 633* | | |
| | (Net pension) | 51 995 | 53 558 | 55 122 | 56 686 | 58 250 | 59 814 | 61 377 | 62 941 | 64 505 | 66 069 | 67 633* | | |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* | | |
| 2 | (Gross) | 61 028 | 63 077 | 65 127 | 67 175 | 69 224 | 71 274 | 73 323 | 75 371 | 77 421 | 79 470 | 81 518 | 83 568 | 85 617* |
| | (Gross pension) | 59 581 | 61 417 | 63 321 | 65 232 | 67 142 | 69 052 | 70 963 | 72 874 | 74 785 | 76 695 | 78 605 | 80 517 | 82 427* |
| | (Total net) | 47 109 | 48 523 | 49 937 | 51 351 | 52 765 | 54 179 | 55 593 | 57 006 | 58 421 | 59 834 | 61 248 | 62 662 | 64 076* |
| | (Net pension) | 47 109 | 48 523 | 49 937 | 51 351 | 52 765 | 54 179 | 55 593 | 57 006 | 58 421 | 59 834 | 61 248 | 62 662 | 64 076* |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0* |
| 1 | (Gross) | 54 364 | 56 078 | | | | | | | | | | | |
| | (Gross pension) | 53 243 | 54 891 | | | | | | | | | | | |
| | (Total net) | 42 229 | 43 498 | | | | | | | | | | | |
| | (Net pension) | 42 229 | 43 498 | | | | | | | | | | | |
| | (NPC) | 0 | 0 | | | | | | | | | | | |

| Dependency allowances (US$ net per annum): | |
|---|---|
| Child | 2 389 |
| Except for the first dependent child of a single, widowed or divorced staff member | 3 575 |
| Dependent spouse | 3 727 |
| Secondary dependant | 1 359 |

Language allowances (to be included in pensionable remuneration):

| | |
|---|---|
| First language | 2 268 |
| Second language | 1 134 |

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

- Long-service step:
  Step IX at levels S-4 to S-7, step XI at level S-3 and step XIII at level S-2 are long-service steps.

  The qualifying criteria for in-grade increases to the long-service step are as follows:

  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade
  - The staff member's service should have been satisfactory

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

## E. Salary scale for staff in the Trades and Crafts category at Headquarters

(United States dollars)

**Effective 1 November 2016 (applicable only to staff recruited on or after 1 February 2016)**

| | | STEPS | | | | | | |
|---|---|---|---|---|---|---|---|---|
| *Level* | | *I* | *II* | *III* | *IV* | *V* | *VI* | *VII** |
| TC-8 | (Gross) | 86 763 | 89 770 | 92 777 | 95 783 | 98 790 | 101 798 | 104 805 |
| | (Gross pension) | 83 496 | 86 380 | 89 103 | 91 907 | 94 879 | 97 886 | 100 893 |
| | (Total net) | 64 867 | 66 941 | 69 016 | 71 091 | 73 165 | 75 241 | 77 315 |
| | (Net pension) | 64 867 | 66 941 | 69 016 | 71 091 | 73 165 | 75 241 | 77 315 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TC-7 | (Gross) | 81 338 | 84 172 | 87 089 | 89 843 | 92 680 | 95 514 | 98 351 |
| | (Gross pension) | 78 436 | 81 080 | 83 724 | 86 368 | 89 013 | 91 656 | 94 438 |
| | (Total net) | 61 123 | 63 079 | 65 036 | 66 992 | 68 949 | 70 905 | 72 862 |
| | (Net pension) | 61 123 | 63 079 | 65 036 | 66 992 | 68 949 | 70 905 | 72 862 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TC-6 | (Gross) | 75 910 | 78 573 | 81 236 | 83 899 | 86 562 | 89 225 | 91 886 |
| | (Gross pension) | 73 378 | 75 859 | 78 343 | 80 825 | 83 308 | 85 791 | 88 273 |
| | (Total net) | 57 378 | 59 216 | 61 053 | 62 890 | 64 728 | 66 565 | 68 401 |
| | (Net pension) | 57 378 | 59 216 | 61 053 | 62 890 | 64 728 | 66 565 | 68 401 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TC-5 | (Gross) | 70 508 | 72 993 | 75 478 | 77 963 | 80 448 | 82 933 | 85 419 |
| | (Gross pension) | 68 339 | 70 657 | 72 974 | 75 291 | 77 608 | 79 926 | 82 242 |
| | (Total net) | 53 651 | 55 365 | 57 080 | 58 795 | 60 509 | 62 224 | 63 939 |
| | (Net pension) | 53 651 | 55 365 | 57 080 | 58 795 | 60 509 | 62 224 | 63 939 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TC-4 | (Gross) | 65 099 | 67 412 | 69 725 | 72 040 | 74 353 | 76 667 | 78 980 |
| | (Gross pension) | 63 295 | 65 453 | 67 610 | 69 766 | 71 924 | 74 082 | 76 239 |
| | (Total net) | 49 918 | 51 514 | 53 110 | 54 707 | 56 303 | 57 900 | 59 496 |
| | (Net pension) | 49 918 | 51 514 | 53 110 | 54 707 | 56 303 | 57 900 | 59 496 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TC-3 | (Gross) | 59 701 | 61 823 | 63 969 | 66 114 | 68 258 | 70 404 | 72 550 |
| | (Gross pension) | 58 372 | 60 294 | 62 241 | 64 242 | 66 243 | 68 242 | 70 243 |
| | (Total net) | 46 179 | 47 658 | 49 138 | 50 619 | 52 098 | 53 579 | 55 059 |
| | (Net pension) | 46 179 | 47 658 | 49 138 | 50 619 | 52 098 | 53 579 | 55 059 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TC-2 | (Gross) | 54 671 | 56 504 | 58 337 | 60 183 | 62 149 | 64 116 | 66 082 |
| | (Gross pension) | 53 538 | 55 300 | 57 062 | 58 824 | 60 585 | 62 378 | 64 212 |
| | (Total net) | 42 456 | 43 813 | 45 170 | 46 526 | 47 883 | 49 240 | 50 597 |
| | (Net pension) | 42 456 | 43 813 | 45 170 | 46 526 | 47 883 | 49 240 | 50 597 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TC-1 | (Gross) | 49 592 | 51 265 | 52 938 | 54 612 | 56286 | 57 959 | 59 632 |
| | (Gross pension) | 48 657 | 50 266 | 51 874 | 53 482 | 55091 | 56 698 | 58 307 |
| | (Total net) | 38 698 | 39 936 | 41 174 | 42 413 | 43652 | 44 890 | 46 128 |
| | (Net pension) | 38 698 | 39 936 | 41 174 | 42 413 | 43652 | 44 890 | 46 128 |
| | (NPC) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Dependency allowances (US$ net per annum): | | |
|---|---|---|
| Child | 2 389 | |
| | | First language 2 268 |
| | | Second language 1 134 |
| Except for the first dependent child of a single, widowed or divorced staff member | 3 575 | |
| Dependent spouse | 3 727 | |
| Secondary dependant | 1 359 | |

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

- Long-service step:
  The qualifying criteria for in-grade increases to the long-service step are as follows:
  - The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade
  - The staff member's service should have been satisfactory

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through the application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e., 100 per cent of total net salaries.

NPC: Non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

United Nations ST/IC/2017/13

Secretariat

3 March 2017

# Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Membership of the Central Review Board, Committee and Panel at Headquarters**

1. The purpose of the present circular is to inform the staff of the composition of the central review bodies at Headquarters, whose two-year term covers the period from 1 February 2017 to 31 December 2018.**

2. The current membership has been formed on the basis of requests for nominations made to departments and offices and to the staff representative body at Headquarters.

3. In view of the above, the central review bodies at Headquarters for the 2017-2018 term comprise members approved by the Secretary-General on the basis of departmental nominations and members nominated by the staff representative body.

## I. Central Review Board

**Members**

| | |
|---|---|
| Mr. Tilchand Acharya | Office of Internal Oversight Services |
| Ms. Maha el-Bahrawi | Department of Public Information |
| Ms. Sonia Elliott | Department for General Assembly and Conference Management |
| Ms. Emer Herity | Department for General Assembly and Conference Management |
| Mr. Erzen Ilijazi | Department of Management |
| Mr. Barnaby Jones | Office for the Coordination of Humanitarian Affairs |

* The present circular will be in effect until further notice.

** Owing to the upcoming elections of the Staff Union, the nominated staff representatives will initially serve for five months, i.e. from 1 February to 30 June 2017. Following the outcome of the elections, the elected Staff Union will be requested to confirm the continuation of these representatives or nominate new representatives to serve for the remaining period until 31 December 2018.

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Please recycle

| | |
|---|---|
| Ms. Iman Kamal | Department for General Assembly and Conference Management |
| Ms. Kenza Kaouakib-Robinson | Department of Economic and Social Affairs |
| Mr. John-Mary Kauzya | Department of Economic and Social Affairs |
| Ms. Samia Ladgham | Counter-Terrorism Committee Executive Directorate |
| Ms. Olajobi Makinwa | Department of Management |
| Mr. Ben Malor | Department of Public Information |
| Mr. Kiyohiro Mitsui | Department of Management |
| Mr. Kenji Nakano | Department for General Assembly and Conference Management |
| Mr. Genc Osmani | Department of Management |
| Mr. Gurpreet Sodhi | Department of Management |
| Mr. Janos Tisovszky | Department of Public Information |
| Ms. Wenyan Yang | Department of Economic and Social Affairs |
| Ms. Irena Zubcevic | Department of Economic and Social Affairs |

## II. Central Review Committee

**Members**

| | |
|---|---|
| Mr. Abuobaida Abubakr | Department of Management |
| Mr. Omar Ahmed Abdi | International Civil Service Commission |
| Ms. Rima al-Chikh | Department for General Assembly and Conference Management |
| Ms. Jennifer Bramlette | Counter-Terrorism Committee Executive Directorate |
| Mr. David Brazier | Department of Field Support |
| Mr. Kieran Burns | Department for General Assembly and Conference Management |
| Ms. Anna De Manuel | Department for General Assembly and Conference Management |
| Ms. Svetlana Emelina-Sarte | Department for General Assembly and Conference Management |
| Ms. Danielle Henripin | Department for General Assembly and Conference Management |
| Mr. Xiaoning Huang | Department of Political Affairs |
| Ms. Monica Kaushal | Department of Management |

| | |
|---|---|
| Ms. Annamaria Kis | Department of Safety and Security |
| Mr. Hideki Matsuno | Office for Disarmament Affairs |
| Mr. Alfred Nabeta | Office for the Coordination of Humanitarian Affairs |
| Ms. Vita Tapiwa Onwuasoanya | Office of Legal Affairs |
| Ms. Michelle Rockcliffe | United Nations Joint Staff Pension Fund |
| Mr. Amit Kumar Singhal | Department of Political Affairs |
| Mr. Friedrich Soltau | Department of Economic and Social Affairs |
| Mr. Sergio Pires Vieira | Department of Economic and Social Affairs |
| Mr. Asim Amer el Sheikh Mahmoud Yousuf | Department of Field Support |

## III. Central Review Panel

**Members**

| | |
|---|---|
| Mr. Alexi Araneta | Department of Management |
| Mr. Didier Bruneel | Department of Management |
| Mr. Aliyu Yahaya Abdulsalam | Department of Safety and Security |
| Ms. Helène Bray | Department of Safety and Security |
| Ms. Simona Maria Chindea | Department of Economic and Social Affairs |
| Ms. Phillicia DaCosta | Department of Economic and Social Affairs |
| Ms. Cristina Dias Schulz-Langendorf | Department for General Assembly and Conference Management |
| Ms. Florence Fernando | Office for the Coordination of Humanitarian Affairs |
| Ms. Maya Michelle Fridman | Office of Internal Oversight Services |
| Mr. Kyaw Kyaw Lay | Department of Economic and Social Affairs |
| Ms. Yuka Matsudaira | Department of Economic and Social Affairs |
| Mr. David McCreery | Department of Economic and Social Affairs |
| Mr. Chandana Janaka Mutucumarana | Department for General Assembly and Conference Management |
| Ms. Valentina Popa | Department of Political Affairs |
| Ms. Swapnil Rai | Department of Peacekeeping Operations |
| Mr. Dulana Thaminda Ranaweera | Department of Safety and Security |
| Mr. Mohamed Shady | Department for General Assembly and Conference Management |

| | |
|---|---|
| Mr. Hari Prasad Sharma | Department of Safety and Security |
| Mr. Rajesh Sharma | Department of Management |
| Ms. Pamela Wallace | Department of Management |

4. The Assistant Secretary-General for Human Resources Management or designated representatives will serve as ex officio members of the Board, Committee and Panel.

5. The focal point for women or designated representatives will also participate in the Board, Committee and Panel as required, in an advisory capacity.

6. Mr. Mthokozisi Ncube will serve as Secretary of the Central Review Board, Ms. Karla Bonnet will serve as Secretary of the Central Review Committee, and Ms. Nanayaa Kumi will serve as Secretary of the Central Review Panel.

7. The present circular supersedes information circular ST/IC/2015/4 and Amend.1.